

CHECK SHEET

A FINALIZED GRANT MUST INCLUDE THE FOLLOWING

Application Title Page (original signatures)

Goals

Objectives

Line item budget

☒ Budget narrative (detailed)

Certified Assurances (original signatures)

☒ Compliance Certification (original signature)

☒ One original of the completed application

Copy of the LEPC meeting minutes stating review and approval of the
FY10 SERC grant application



INCLUDE THIS COMPLETED FORM WITH THE GRANT APPLICATION

State Emergency Response Commission
2621 Northgate Lane, Suite 10, Carson City, NV 89706
(775) 687-6973 Fax: (775) 687-8798

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MAR 12 2009

Nevada
SERC

Application Title Page

Applicant: Mineral County Local
Agency: Emergency Planning Commission Address: P.O. Box 1095
City: Hawthorne Zip: 89415 Phone No. 775-945-2497
FAX No.: 775-945-8465 E-mail Address: firechief@mineralcountynv.org
Name of LEPC
Chair: Craig Nixon
Fiscal Officer: Craig Nixon Phone No.: 775-945-2497 Fax No.: 775-945-8465

Budget Summary:

Planning	Training	Equipment	TOTAL
\$	\$	\$ 19,025.00	\$ 19,025.00

LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:

On behalf of the Local Emergency Planning Committee I certify this body has reviewed the grant application and agree to abide by the Federal and State procedures which are related to the acceptance of funds.



(Signature LEPC Chair)

3-March-09

Date:

GOVERNING BODY APPROVAL: (i.e. County Commissioner, County Manager)

The Local Emergency Planning Committee has the approval to apply for funding through this grant.



(Signature)

4-March-09

Jerrie Tipton, Chairperson Mineral County Commissioners

(Print Name & Title)

FY 2010 SERC PT & E GRANT

GOALS

One of the main goals of the Mineral County LEPC is to ensure our first responders have adequate equipment in order to perform the functions required of them. Equipment needs are determined by examining past incidents (what went right, what went wrong), evaluating hazardous materials inventories in our communities, and determining equipment needs through training.

Since funding through the county is limited, grant funds must be utilized to purchase most equipment needs. Therefore, the primary goal of this grant is to purchase needed equipment identified by our responders.

Mineral County has recently employed a new Building Inspector with the added duty of assisting with emergency management issues. These new duties entail response to emergencies within Mineral County including hazardous materials incidents. Currently, the vehicle assigned to the Building Inspector has no mobile radio installed. In order to efficiently carry out his duties, installing a mobile radio is a must. It is the goal of Mineral County to purchase a mobile radio to be installed in the building Inspectors vehicle to improve response communications efficiency to emergency incidents including hazardous materials incidents.

Currently, our Hawthorne Utilities Director does not have an operating mobile radio installed in his County vehicle. Our Utilities Director plays an essential role in hazardous materials response for the County as he oversees County water and sewer programs. Having Communications capability is essential for effective response. It is the goal of Mineral County to purchase a mobile radio to be installed in the Utility Director's vehicle to improve response communications efficiency to emergency incidents including hazardous materials incidents.

Mineral County relies on SOC Fire's Hazardous Materials Technician Team for responses to hazardous materials incidents within Mineral County. Currently, this team has no means of detecting possible biological agent releases. It is the goal of Mineral County to purchase a portable biological agent detector for SOC Fire to effectively respond to possible biological hazardous materials incidents within Mineral County.

FY 2010 SERC PT & E GRANT

OBJECTIVES

Equipment:

Purchase a P-25 compliant mobile radio with installation for the Mineral County Building Inspector vehicle. This radio will satisfy the goal of providing effective communications to the Building Inspector while responding to emergency incidents including hazardous materials. This item will be purchased during the first quarter of this grant cycle.

Purchase a P-25 compliant mobile radio with installation for the Hawthorne Utilities Director's vehicle. This radio will satisfy the goal of providing effective communications to the Utilities Director while responding to emergency incidents including hazardous materials. This item will be purchased during the first quarter of this grant cycle.

Purchase 1 biological agent detector for SOC Fire for rapid detection, analysis, and identification of hazardous materials biological agents. This item will be purchased during the first quarter of this grant cycle.

FY 2010 SERC PT & E GRANT

**LINE ITEM BUDGET
EQUIPMENT**

Quantity	Item	Cost ea.	Total Cost
2	P-25 Compliant Motorola mobile radios	\$3699.50	\$7399.00
2	Installation fees	\$150.00	\$300.00
1	Biological Agent Detector	\$11,326.00	\$11,326.00
		Total	\$19,025.00

**LINE ITEM BUDGET
OPERATIONS**

Expense	Cost	Total Cost
Clerical Assistance	\$2,000.00	\$2,000.00
Operating Funds	\$2,000.00	\$2,000.00
	Total Cost	\$4000.00

FY 2010 SERC PT & E GRANT

BUDGET NARRATIVE

EQUIPMENT

P-25 Compliant Radios

Mineral County is slowly working toward communications interoperability with all agencies that may respond to emergency incidents including hazardous materials. Department Heads and Directors directly involved in responses need the tools to effectively perform their duties during emergencies. Purchasing mobile radios for the Mineral County Building Inspector and Hawthorne Utilities Director will go a long way toward more effective responses while allowing for effective communications. These mobile radios will have the capability to communicate through all frequencies utilized by Mineral County. Our central dispatch will have the capability to dispatch these Directors through our existing CAD system making command and control of an incident much more effective.

Biological Agent Detector

SOC Fire is primarily responsible for incidents occurring within the Hawthorne Army Depot. SOC Fire has a mutual aid agreement with Mineral County to provide emergency services when requested. Mineral County exercises this agreement when issues arise dealing with hazardous materials as SOC Fire operates a Hazmat Technician Team. While SOC Fire is responsible for operations on base, Mineral County has jurisdiction for anything occurring on public and private lands within the County. Therefore, the purchase of this biological agent detector will be advantageous to all of Mineral County. There have been biological threats occur both on base and in the private sector. This detector will provide a handheld, portable, on-site instrument for rapid detection, analysis, and identification of biological agents. Five minute time-to-answer capability will allow our first responders to make informed critical decisions more rapidly allowing for a more effective response.

OPERATIONS

Clerical Assistance

Mineral County would like to utilize \$2000.00 for our operating funds to continue to provide some monetary compensation to our LEPC Secretary for providing these duties.

CERTIFIED ASSURANCES

**A COPY OF THESE ASSURANCES, IN ITS ENTIRETY, WITH ORIGINAL
SIGNATURES, MUST ACCOMPANY THE GRANT APPLICATION**

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the lead governmental unit hereby agrees to the following Certified Assurances governing the awarding of funds.

- A) FINANCIAL REPORTS** – The grantee/sub-grantee agency is required to submit, at a minimum, quarterly financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC Policies 8.5 and 8.6.

No expenditures or obligations will be eligible for compensation if occurring prior to the award period. All funds need to be obligated by the end of the grant period and expended by the final report date as stated in the grant award cover letter. Failure to submit proper reports pursuant to current policies may jeopardize future funding from the SERC.

- 1) **Request for advance:** May be used only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote.
- 2) **Report on expenditure of advance:** Show the actual expenditure of the advanced funds. This report is due **within 30 days** of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent, or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) **Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include copies of dated invoices and proof of payment. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a **match** in the appropriate line on the report form.
- 4) **Quarterly report required:** If there are no expenditures within the quarter, a report with an explanation of why is due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

October 31	- for reporting period July 1 to September 30;
January 31	- for reporting period October 1 to December 31;
April 30	- for reporting period January 1 to March 30; and
July 31	- for reporting period April 1 to June 30.
- 5) **Final report:** There will be no further expenditures, the grant is closed, and no further reports are necessary. This report is due within 45 days

after the end of the award period, or anytime prior to the end of the award period if no further funds will be spent.

- B) Exercise report:** Each LEPC must report to the SERC by January 31* of each year on at least one real event and/or tabletop, functional, or full-scale exercise or drill which tests the hazardous materials emergency response plan.
- C) GRANT CHANGE REQUEST -** Grant expenditures are authorized for the purposes set forth in this application, as approved in the grant award, and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Any request for change in the project must be submitted to the SERC and approved in writing prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC Policy 8.7).
- D)** The applicant certifies, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- E)** The applicant assures that the fiscal accountability of the funds received from the State Emergency Response Commission will be managed and accounted for by the lead agency's chief comptroller and that internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- F)** The applicant and its contractors will comply with the nondiscrimination requirements of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the American Disabilities Act of 1992.
- G)** The applicant will abide by audit requirements as specified in OMB Circular A-133, Audits of State and Local Governments as revised August 29, 1997.
- H)** Any publication (written, visual, or audio) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:

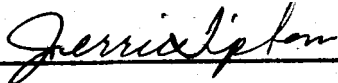
“This program was supported by Grant #_____, awarded by the Nevada State Emergency Response Commission (and, if a HMEP grant, the U.S. Department of Transportation). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the State Emergency Response Commission (and, if a HMEP grant, U.S. Department of Transportation).”

- I) The applicant fully understands the State Emergency Response Commission has the right to suspend, terminate, or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its grant award.
- J) **LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.
- K) Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the State Emergency Response Commission.

ORIGINAL SIGNATURES REQUIRED

GOVERNMENTAL UNIT (I.E., COUNTY COMMISSION, COUNTY MANAGER)

NAME (PRINT): Jerrie Tipton TITLE: Chairperson

SIGNATURE:  DATE: 4-March-09

LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN

NAME (PRINT): Craig Nixon TITLE: Chairman

SIGNATURE:  DATE: 3-March-09

RETURN THIS FORM WITH THE APPLICATION

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SERC**

LEPC COMPLIANCE CERTIFICATION

The following must be met by the Local Emergency Planning Committees (LEPCs) as requirements for compliance with federal and State laws and regulations, and SERC policies and procedures. This checklist must be completed, signed, and returned with grant application, or annually, by March 31, if the LEPC is not applying for grant funds.

A check mark in the squares on the left will indicate a YES response.

- ☒ Have changes in the LEPC Bylaws and Membership list been submitted to SERC?

Bylaws reviewed/updated - Date: 15 Jan-09 Submitted: 16-Jan-09

Membership list reviewed/updated - Date: 15-Jan-09 Submitted: 16-Jan-09

Have LEPC meetings been held, at a minimum quarterly, and have agendas and minutes of all meetings, including special meetings, been forwarded to the SERC?

Has the LEPC submitted all required reports which summarize the financial management of the active grants (i.e., copies of invoices and verification of expenditures)?

- ☒ Has the LEPC reviewed and/or updated its hazardous materials emergency plan (or haz-mat portion of the jurisdiction's "all hazards" plan) within the last year? Have Plan review results and updates been submitted to the SERC in writing along with a copy of the LEPC meeting minutes documenting review of the Plan?

Review/update - Date: 15-Jan-09 Submitted: 16-Jan-09

- ☒ Has the LEPC conducted and reported on at least one incident or exercise, tabletop or full scale, of its hazardous materials emergency response plan within the last year?

Indicate the date of the most recent exercise: 4/2-3/2008 Reported: 23-Jan-09

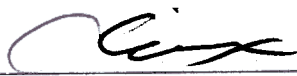
- ☒ Has the LEPC met the **annual** requirement of publishing the Emergency Planning and Community Right-to-Know Act "information availability" in the local newspaper? Has the standard Affidavit of Publication been sent to the SERC?

Date of publication: 5-Mar-09 Affidavit Submitted: 6-Mar-09

As chairman of the Mineral County Local Emergency Planning
County Name

Committee, I attest all information provided on this compliance certification is accurate.

x



LEPC Chair Signature

Date: 3-Mar-09

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699 EAST GLENDALE AVE. ST 98 SPARKS NV 89431

PHONE (800) 874-7515 FAX (775) 352-9389

QUOTE

Number JSSQ1349-01

Date Feb 27, 2009

Nevada State Contract 1574

Sold To

MINERAL COUNTY FIRE DEPT
CRAIG NIXON
PO BOX 1095
418 MINERAL WAY
HAWTHORNE, NV 89415
Mineral
Phone 775-945-2497
Fax 775-945-8465

Ship To

MINERAL COUNTY FIRE DEPT
CRAIG NIXON
PO BOX 1095
418 MINERAL WAY
HAWTHORNE, NV 89415
Mineral
Phone 775-945-2497
Fax 775-945-8465

Salesperson	Quote Valid	Ship Via	Terms
Jeff Springer	30 DAYS	INSTALLED	N30

Line	Qty	Description	Unit Price	Ext. Price
1	2	MOTOROLA P25 XTL2500 HIGH POWER REMOTE MOUNT MOBILE RADIO Includes: P25 conventional software, remote mount kit, XTL2500 control head, vhf wideband antenna kit, rf preamplifier, palm microphone, external speaker, adp software encryption, programming.	\$3,699.50	\$7,399.00
2	2	INSTALLATION AT SPARKS SHOP	\$150.00	\$300.00

Installation for standard pick truck at Sparks shop.

Quote Valid For 30 Days

Please contact Jeff Springer with any questions regarding this proposal.
(775) 846-6904 or jeffs@sierraelectronics.com

SubTotal	\$7,699.00
Tax	\$0.00
Shipping	\$0.00
Total	\$7,699.00

Mine Safety Appliances Company
PO Box 426
Pittsburgh, PA 15230-0426

Quotation

Offer To:
U S ARMY
SOC FD
2 SOUTH MAIN
HAWTHORNE NV 89415

Date: 02 Mar 2009

Quotation No.: 20571386
Customer No.: 527073
Valid from: 02 Mar 2009
Valid to: 01 May 2009
Requestor Tel.: 775-945-7417
Customer Ref.: QUOTE

Customer Telephone No.: 775-945-7417
Customer Fax No.: 775-945-7926

Your Contact Person: Customer Service
Telephone No.: **Fax No.:**

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Item	Qty	UM	Mat No.	Description	%	Unit Price	Net Price
10	1	EA	10084834	KIT:BIOSENSOR 2200R		11,325.91	11,325.91
Terms of Payment: NET 30 DAYS Payable net within 30 days unless otherwise noted. No withholdings will be allowed without prior written consent of the seller.							11,325.91
Terms of Shipment: FOB DEST/FA Total USD: Territory: US2828							11,325.91

Attention:
THIS QUOTATION/OFFER TO SELL INCORPORATES BY REFERENCE THE TERMS AND CONDITIONS INCLUDED WITH THIS DOCUMENT. YOUR PLACEMENT OF AN ORDER FOR THESE GOODS OR